

CWEPA MTG 06-17-13

CWEPA Board Attneedees:

Matt Thorpe, Dan Cacho, Rick Basagoitia, Chris Mettenbrink, Michael Seraphin, Bob Carochi, Elissa Knox, Casey Westbrook

CWEPA members present:

Jenny Campbell, Eric Lowry, Kris Middledorf

Meeting called to order at 10:23 A.M.

Previous meeting minutes from Feb 2013 previously approved via e mail vote by board

Treasurers report by Chris Mettenbrink

Credit Union accounts:

Savings: \$502.82
Checking/Raffle (scholarship): \$5,053.46
Money Market Fund: \$3,414. 14
12 Month Certificate: \$4,911.87

US Bank accounts:

Main Account: \$16, 463. 67
Merchandise/Scholarship Account: \$7,804.11
UBS Accounts: \$122, 001.63

Expenses Last four months:

Standard Insurance: \$2,797.20
Bruno, Colin, Jewel, and Lowe: \$8,160
Colonial Insurance: \$156
Bookkeeping fees: \$165
Postage: \$92
NAWEOA Dues: \$750
Coghill Award: \$533.32
2 Fallen Officer Memorial Fund Donations: \$200.00
Petersburg Fund: \$663. 35

No new membership requests

- Westbrook will approach the new DWM class to inform them about CWEPA and it's benefits

Reading of resignations/retirements- Upon retirement members in good standing and who have been a part of the association for 10 years qualify to receive \$500.00 in appreciation for their service and member loyalty (Article XV of CWEPA bylaws). The link to the retirement benefit request form is <http://cwepa.org/documents/policy/RetirementBenftReqFrm.pdf>

- Ron Dobson retirement benefits approved via email prior to the meeting

- Carrie Carron has requested retirement benefit paperwork but not yet submitted

Member concerns – Open forum

- None heard – Issues regarding CNG vehicles were already on the agenda and discussed as an agenda item.

Old Business/New business/Updates

- *By-law changes-status update-*
 - o Westbrook stated the new bylaws are written and have been waiting for a decision on the legal coverage from BCJL info for inclusion. A decision was made to include the specifics of the BCJL legal coverage as an addendum to the by laws rather than as part of the bylaws to allow the revised bylaws to move toward approval and provide a more flexible means of allowing changes in the legal coverage as those needs arise. Westbrook will work on this.
- *Fleet issues – Basagoitia- updates*
 - o Thorpe initiated conversation bringing up concerns about the new Compressed Natural Gas (CNG) requirement mandated by the Governor’s office.
 - o Basagoitia informed CWEPA that all vehicle orders were changed to Fords and that all will vehicles will have CNG. There is discussion of possibly swap CNG vehicles to areas where there are CNG filling stations. This swapping obviously would have challenges and create some concerns for employees affected.

A second issue with the Ford has arisen in that there is not enough room for two batteries without modifying the vehicle and losing 4 inches of ground clearance. A decision was made to attempt to use heavy duty batteries and alternators to see if there would still be a need for a second battery. If a second battery is needed Fleet would pay for the install at a later date.
 - o Regarding the CNG issue there was the following discussion:
 - Lowrey asked about the longevity of the CNG requirement in future years. Basagoitia answered it was likely the requirement would remain unless those with the vehicles can document legitimate issues and impacts to their work regarding the CNG component.
 - Middendorf asked about the safety of CNG tanks breaching and if anyone has researched this. Basagoitia stated the concern has been brought up within multi levels of agency including the leadership team. Basagoitia found some information on the web that discussed the safety specifications of the tanks at this link:
<http://www.cleanvehicle.org/technology/CNGCylinderDesignandSafety.pdf>
Middendorf suggested CWEPA may want to seek an exemption for Law Enforcement use, and asked if it could be brought up to the leadership team. Basagoitia suggested it may be an appropriate subject for Cables .
 - Thorpe reminded the group that CPW had sought and received an exemption from DNR that was overturned by the governor’s office. That exemption was for all CPW vehicle not officer only vehicles. CPW was told to order 30 CNG vehicles there was no specification as to who should drive them (officer or not). Thorpe suggested that those vehicles may be better suited to Parks as they have a lesser need for bed space.

- *NAWEOA scholarships*
 - John D Hart recipient could not attend the NAWEOA conference so of the applications the following three members will receive \$800 each toward their cost of attending the conference: Lyle Sidener, Gene Abram, and Louie Starzel. The board is expecting a report from the grant recipients with the content of training they received to be posted on the web site and a presentation at the December meeting.
- *CWEPA sponsored training* – Thorpe brought up discussion of a concept of CWEPA helping to provide job related training for members.
 - While much of this discussion centered around firearms training the concept could be applied to other skills (i.e. tracking, medical response, etc...)
 - The concept was well received by the board however there are many specifics to be determined regarding issues like how to incorporate training received into the agency, how to disseminate the information gained by those who attend training to the rest of the membership for their benefit, are there partnership opportunities with the agency and other organizations, etc... These discussions will continue as the board explores this idea.
 - The Board will approach the firearms and DT boards with this concept to discuss what training would be appropriate and acceptable to those boards so that “new” practices might be implemented / adopted by the agency.
 - The Board is soliciting training ideas and costs to further investigate the need, desire, and benefit to the membership of this type of sponsorship. These ideas and costs are needed by the September CWEPA board meeting.
 - Middledorf also suggested that CWEPA explore their ability to persuade or influence the type of training provided at in-service. Thorpe felt CWEPA should be able to facilitate the direction of agency provided training.
- *Legal Defense Contract with BCJL*
 - Thorpe will get with Brent Woodward regarding Brent’s meeting with BCJL in December and report back to the board.
- *Salary Survey Discussion- Dan Cacho* – Cacho attended a DPA sponsored information meeting in April to discuss the salary survey, merit pay, and other pay issues.
 - The State conducts an annual salary survey to compare State job descriptions and pay ranges to similar job descriptions within the private sector and other State’s agencies. The comparison is based upon what appear to be outdated and oversimplified Position Descriptions (formerly PDQ’s now called PD’s). The PD’s that were provided to Cacho by DPA are attached (DWM’s were described as Wildlife Officer / Game Warden for this years’ survey). This year the survey indicated a need for a pay range cut at the top but bottom got a boost for the DWM job class.
 - The new “Merit Pay” system begins July 1, 2013. The new classifications are represented numerically, 1 = Needs Improvement, 2 = Successful, 3 = Exceptional. The State’s desire is for overall employee pay range to look like a bell curve (most employees at the middle few at the top or bottom of the range for their job class). This was represented in a statement by DPA that it is “inefficient for the state to pay employees at the top of the scale”.

- Since the salary survey is based upon the PD and those are of questionable quality a discussion ensued about improving the existing PD's. There are apparently several AWM's and DWM's who are looking at the PD writing process and trying to improve the existing PD's. It was suggested that the AWM's work together to coordinate this effort such that there is no duplicative efforts and there is consistency in a final PD product presented to DPA. Members are encouraged to review their PD's and discuss with their supervisor the accuracy and implications of this document.
 - Ultimately, the State has the authority to tell employees what their job is, so a PD describing current duties may result in the State informing employees they are working beyond the scope of their duties and rather than being a source of better comparison could lead to clarification as to what the State wants that job class to be doing.
 - Specific to PD's there are key words or phrases that define a position and the inclusion of those in re-written PD's is a vital element. Knowing and using the key terms will also prevent inappropriate comparison of Colorado Employees against other entities.
 - Thorpe asked Cacho to continue working on gathering information on the PD process and salary survey process to examine inconsistencies or if there are questionable comparisons being used to set Colorado salary ranges.
- *Video conferencing*- Due to last minute changes many board members and CWEPA members attended this meeting using both video and conference call technology. The board has discussed use of technology to better enable membership participation at meetings in the past. This meeting ended up being a test of a technology based meeting and discussion was had regarding asking the Director if CWEPA could use CPW infrastructure for this means. Ideally one office per region would be able to host either video or teleconference attendance for members. Thorpe will pursue approval to use the system from the director.
 - *Wildlife Budget Committee* – Given projected financial shortfalls for Wildlife CWEPA discussed working with the committee tasked with finding additional agency savings. Of primary concern is any potential to reduce field level employees that may affect the CWEPA membership. CWEPA will ask to be part of the steering committee process by requesting the opportunity to review and provide input on the committee's suggestions.
 - *CWEPA Board Responsibilities/Timeline* – In an attempt to improve the CWEPA boards communication with the membership the following assignments and commitments were made by the board and it's members.
 - Point person for Web based material is Seraphin
 - Board and members are requested to provide reports from regional trainings reports (i.e. ESS, NEOS) for the website
 - Westbrook will provide the board minuets for board meetings within 2 weeks of the meeting end.
 - Thorpe will provide the membership an agenda 2 weeks prior to board meetings to allow for greater attendance and input from the membership

Regional Reports/Roundtable

- Cacho spoke briefly about the Board doing a better job of getting the word out to the members about what things are being worked on and / achieved via CWEPA activities

Adjourn Meeting- motion by Basigoitia, seconded by Cacho, approved unanimously @ 12:30PM